



County of Los Angeles  
**CHIEF ADMINISTRATIVE OFFICE**

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DAVID E. JANSSEN  
Chief Administrative Officer

June 26, 2006

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To: Mayor Michael D. Antonovich  
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Supervisor Don Knabe

From: David E. Janssen  
Chief Administrative Officer

**ANALYSIS OF ADDITIONAL FUNDING FOR THE OFFICE OF PUBLIC SAFETY'S  
RECRUITMENT AND BACKGROUND INVESTIGATIONS UNIT (AGENDA OF  
JUNE 26, 2006 - BUDGET DELIBERATIONS)**

On May 10, 2006, on motion by Supervisors Burke and Knabe, your Board instructed the Chief Administrative Office (CAO) to report back with an analysis of additional funding for the Office of Public Safety (OPS) recruitment and background investigations unit. We have completed our analysis and recommend that \$207,000 in additional funding be allocated to OPS for recruitment efforts.

**BACKGROUND**

For fiscal year (FY) 2005-06, OPS has 426.0 budgeted Officer positions, of which 80.0 positions are currently vacant. These vacancies are primarily in the Facilities Services Bureau (FSB) and Health Services Bureau (HSB). The Park Services Bureau (PSB), which is responsible for providing patrol services to all County parks, currently has no vacancies. As directed by your Board, OPS has made it a priority to fill all 112.0 Officer positions assigned to PSB. Since the vacancies are primarily in FSB and HSB, these Bureaus have been severely impacted. While OPS contracts for security services to supplement the security needs of FSB and HSB, OPS Officers are preferred by client departments.

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The Department was allocated an additional 35.0 Officer positions in the FY 2006-07 Proposed Budget. Therefore, beginning July 1, 2006, OPS will have 115.0 vacant Officer positions. Of this amount, 29.0 positions will be in PSB.

### **RECRUITMENT PLAN**

OPS has been diligent in recruiting to fill their Officer vacancies. Written examinations are conducted by OPS staff two Saturdays a month at its Downey facility. Recruitment and Background units have also been created on an interim basis with loaned items from FSB and HSB. However, the Department continues to struggle due to the large number of vacancies.

OPS has submitted a recruitment proposal for consideration totaling \$945,000 for 7.0 additional sworn personnel and support staff positions to expand the recruitment and background units. Of this amount, \$738,000 would be billed to client departments and net County cost would be allocated to fund the remaining \$207,000.

The proposal also includes \$200,000 in funding for the Department of Human Resources to conduct testing on weekends and evenings at various locations. In addition, the proposal will enable OPS to do more web-based recruiting and media advertisement.

### **CONCLUSION**

After reviewing the OPS recruitment plan, we recommend allocating \$207,000 in net County cost to assist in this effort. Our recommendations have been included in the CAO's Final Changes to the Department's FY 2006-07 Proposed Budget.

If you have any questions, please contact me or your staff may contact Yolanda Reyes at (213) 974-0841.

DEJ:SRH:DIL  
RG:YR:yf

c: Executive Officer, Board of Supervisors  
Office of Public Safety